



## Residential Alteration and Minor Permit

### Electronic Submittal Requirements

#### Alterations- Interior remodel, bath remodel, kitchen remodel, seismic upgrades

- ☐ Completed Application
- ☐ PDF copy of plans
- ☐ PDF structural calcs (if applicable)
- ☐ T24 Energy Calcs (if applicable)

#### Photovoltaic/ Energy Storage Systems/ EV Chargers

- ☐ Completed Application
- ☐ PDF Plans
- ☐ Spec sheets
- ☐ Load Calculations (required for ALL EV submittals and PV submittals when derating main breaker)

#### Swimming Pools/Spa

- ☐ Completed Application
- ☐ PDF copy of plans (Must include location of pool and equipment with distance to property lines shown on plans)
- ☐ PDF structural calcs

#### AC/Heat Pump (replacement or new)

- ☐ Completed Application
- ☐ PDF copy of plans (must show location and distance to setbacks for the proposed equipment)
- ☐ Spec sheets (Must include Make, Model, Decibel level and nominal size of unit, tonnage)

#### Outdoor firepit/BBQ

- ☐ Completed Application
- ☐ PDF copy of plans (must show location and distance to setbacks for the purposed appliance)
- ☐ Gas line Diagram

#### Accessory Structures/Pergola/Exterior alterations

- ☐ Completed Application
- ☐ PDF copy of plans (must show location and distance to setbacks for the purposed structure/s)
- ☐ PDF structural calcs (if applicable)

#### Demolition (Structures/Pool)

- ☐ Completed Application
- ☐ PDF copy of site plan (show required tree protection on site plan for demolition of structure permit)

#### The following permits only require an application to be submitted:

|   |                             |
|---|-----------------------------|
| Main Panel Upgrade  | Temp Power Pole             |
| Sewer line  | Water Heater Replacement    |
| Water line  | Drain Lines                 |
| Re-pipe   | Furnace/Ducts               |
| Re-roof   | Electrical re-wire/subpanel |
| Window/Door Replacement                                     |                             |
| (like for like, if size is changing plans will be required) |                             |